



STATE
OF
GEORGIA

Application for
RECORDS DISPOSITION STANDARD

OFFICE OF SECRETARY OF STATE
DEPARTMENT OF ARCHIVES & HISTORY
RECORDS MANAGEMENT DIVISION

233-17

PAGE
1

1. Application Date August 14, 1974	INSTRUCTIONS See separate instructions for completion of front and reverse of this form. Sign original and two copies and forward to Department of Archives and History, Attention: Records Management Officer.	FOR RECORDS MANAGEMENT DIVISION USE	
2. Agency Application No. OPR-sp-1		Date Received AUG 30 1974	Application No. 74-338 Date Completed SEP 11 1974
3. AGENCY, Division, Subdivision & Administering Office Address Department of Natural Resources Office of Planning & Research, special projects 270 Washington Street, S.W. Atlanta, Georgia 30334		4. Person to Contact Mr. Glenn Davis	
		5. Working Title Chief, special proj.	6. Tel. No. 5160

7. ACTION REQUESTED

☒ ESTABLISH DISPOSITION STANDARD;
RECORD WILL CONTINUE TO ACCUMULATE. ☐ DISPOSE OF PRESENT ACCUMULATION;
NO FURTHER ACCUMULATION ANTICIPATED.

8. Earliest & Latest Dates of Series 1972-date	9. Exact Series Title SPECIAL PROJECTS ISSUES AND AREAS FILE
--	--

10. What is the function of the office in which this record series is created?
The special projects section of the Office of Planning and Research is responsible for ~~the following functions:~~ the analysis, evaluation, research, or codification of the Department's position on special issues and areas of interest which are not in the purview of any other division; the analysis of federal legislation to determine its specific effect on Georgia and its progress through the Congress; the development and drafting of a Departmental legislative package for presentation at the next session of the Georgia General Assembly; service as a clearinghouse for A-95 and A-85 Project Reviews, environmental impact statements, and pending federal legislation; to provide technical staff assistance to the Commissioner and Director of OPR; and to fulfill the staff function and to provide all necessary assistance needed to develop an Environmental Education Master Plan.

11. This file contains the following documents (include form numbers and titles, if any, and file arrangement).
Documents relating to: the activity of the analysis, evaluation, research, or codification of the Department's position on those special issues and areas of interest which need immediate attention and do not fall within the purview of another division.

Included are: correspondence and memorandums between Departmental staff and the Governor, state and federal legislators, government officials, and interested private parties; staff briefings and proposals; Departmental position statements; maps and technical specifications of a specific area of interest; master plans; newspaper clippings; data summaries; related professional studies and publications; and other documents related to a special issue or area of interest. (See attached list of special issues and areas in the file).

File is arranged: alphabetically by issue or area of interest.

12. EQUIPMENT OCCUPIED		No. of Drawers	Cu. Ft. of Records	ANNUAL RATE OF ACCUMULATION	No. of Drawers		Cu. Ft. of Records
Letter-size File Drawers		10	15	FLOOR SPACE OCCUPIED (Square Feet)	1 (after FY 1974)		
Legal-size File Drawers					In Office(s) In Storage Area(s)		
				AVERAGE DAILY REFERENCES	This Year's	Last Year's	Preceding Year's
					30	30	30
							All Prior Years

QUESTIONNAIRE Place an "x" in the proper column. If answer is "YES," please explain.

- | | YES | NO |
|---|-------------------------------------|-------------------------------------|
| 13. Is this the Record Copy of the series? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 14. Is there a duplication of this series in another office or agency? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 15. Is the information contained in this series ever summarized or published?
Attach copy of summary or publication. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 16. Does the series contain classified information requiring security handling?
(Restricted to a representative of OPR or the Commissioner's Office) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 17. Does the series initiate, amend or terminate agency policies and procedures? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 18. Could the function be performed if the files were lost or destroyed?
Yes, but function would be seriously impaired. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 19. Is the series (or major portion of it) regularly microfilmed? If yes, why? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 20. Does the record series provide data as input to an EDP file? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 21. Does the record series contain documentation produced as EDP printout? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 22. Has the Federal Government issued instructions governing the retention/disposition of these files? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 23. Will there be a need for these records 10, 15 years from now? If yes, what? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

24. REQUIREMENTS. The following requires the files to be kept Permanently

a. ☐ STATE LAW b. ☐ STATUTE OF LIMITATION c. ☐ AUDIT PERIOD d. ☐ FEDERAL LAW e. ☒ ADMINISTRATIVE DECISION f. ☐ HISTORICAL VALUE

Retain permanently for reference and research purposes. An issue or area upon which the special projects staff has completed initial action may at a later date again become of interest to the Department and warrant attention from special projects. Completed files will then be pertinent to staff needs. Possible historical value.

25. AGENCY RECOMMENDATIONS. This agency recommends that the file series be cut off at the end of each - ☐ CALENDAR YEAR - ☐ FISCAL YEAR - ☒ OTHER _____, then:

- ☐ Hold in the current files area _____ month(s)/_____ year(s):
- ☐ Transfer to ☐ State Records Center ☐ Local Holding Area; hold _____ year(s):
- ☐ Destroy.
- ☐ Transfer to State Archives for permanent retention.
- ☐ Destroy immediately after cut-off.
- ☒ Other: (Specify)

Retain in current files area until the special projects staff analysis, evaluation, research, or other action on an issue or area of interest to the Department is completed; place the folder for that issue or area in an inactive file. Cut off the inactive file each fiscal year; hold in current files area 1 year; then transfer inactive file to State Archives for permanent retention.

Records Management Officer (Signature) <i>John Deam</i>		Date 8/14/74	OTHER REQUIRED SIGNATURES	DATE
26 Recommendations in paragraph 25 are: <div style="border: 1px solid black; padding: 2px; width: fit-content;">STATE RECORDS COMMITTEE</div>	Agency Head/Designee <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		<i>J. Hamilton</i>	8/19/74
	State Auditor/Designee <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		<i>William M. Higgins</i>	9-9-74
	Secretary of State/Designee <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		<i>Carroll Hart</i>	9/5/74
	Attorney General/Designee <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		<i>Robert Shedd</i>	9-10-74

ISSUES FILES

AMERICAN CYANAMID

AQUAHIGHWAY SYSTEM

BICYCLE TRAILS

COASTAL ZONE MANAGEMENT: FEDERAL AND MISC. STATE LEGISLATION

COASTAL ZONE MANAGEMENT: LETTERS AND SPEECHES

COASTAL ZONE MANAGEMENT: STUDIES AND NEWSLETTERS

CROP GERM PLASM

ECONOMIC DEVELOPMENT

ENDANGERED SPECIES

ENERGY: BRIEFINGS AND UPDATE

ENERGY: CONSERVATION AND CONSUMPTION

ENERGY: CORRESPONDENCE

ENERGY: CRISIS ARTICLES

ENERGY: CRISIS IN GEORGIA

ENERGY: DNR

ENERGY: ELECTRIC

ENERGY: ENVIRONMENTAL STANDARDS

ENERGY: FOREIGN RELATIONS ASPECT

ENERGY: FUEL ALLOCATION

ENERGY: GEOTHERMAL

ENERGY: GOVERNORS' SCIENCE ADVISORY

ENERGY: LEGISLATION

ENERGY: MISCELLANEOUS

ENERGY: MONOPOLIES

ENERGY: NATIONAL GOVERNORS' CONFERENCE

ENERGY: NUCLEAR

ENERGY: PETROLEUM INSTITUTE WEEKLY REPORT

ENERGY POLICY COUNCIL

ISSUES FILES

Page Two

ENERGY RESEARCH (GENERAL)

ENERGY: SOLAR

ENERGY SOURCES : COAL

ENERGY SOURCES : GENERAL

ENERGY SOURCES : PETROLEUM

ENERGY : TESTIMONY, SPEECHES

ENERGY: FUTURE, SUPPLY AND DEMAND

EROSION

ERTS (EARTH RESOURCES TECHNOLOGY SATELLITE)

ESTUARY PROTECTION

FEO - PETROLEUM STATISTIC REPORT

FLOOD INSURANCE

"FRAGILE NATURE, FRAGILE MAN"

GEORGIA'S AGRICULTURAL PROGRAMS

GEORGIA COAST

GEORGIA HIGHLANDS

GROUNDWATER

GULF RIVER BASINS STUDY

HIGHWAY POLICY AND PROCEDURES

HIGHWAYS

INDUSTRIALIZATION AND ENVIRONMENTAL PROBLEMS

LAND USE CONFERENCES

LAND USE PLANNING CORRESPONDENCE

LAND USE LEGISLATION

LAND USE PLANNING: MAPPING

LAND USE PLANNING - MISCELLANEOUS

LAND USE PLANNING: NATIONAL

LAND USE - STATE PLANNING

LAND USE - LOCAL ZONING AND STATE

ISSUES FILES

Page Three

LAND USE POLICY - HORTON'S SUB-COMMITTEE

LAND USE PLANNING REPORTS

LAND USE: VITAL AREAS COUNCIL REPORT

LAND VALUES - N. GEORGIA AND COASTAL GEORGIA

LOCAL GOVERNMENT REORGANIZATION

MARSHLANDS

MIREX

MIREX (PESTICIDES) BACKGROUND

MOUNTAINS - MISCELLANEOUS

NATURAL AREAS

True
Miss. Committee meeting Miss. Coney

OFF-SHORE DRILLING

OIL SPILLS

OIL SPILL: FLORIDA LAW AND 1971 COURT RULING

OCEAN SPACE FUND

OUTER CONTINENTAL SHELF

PESTICIDES

POLLUTION, AIR

POLLUTION: FEDERAL WATER POLLUTION AND CONTROL ACT

POLLUTION, GENERAL

POLLUTION, NOISE

POLLUTION: WATER (GENERAL)

POLLUTION, WATER - STATE LEGISLATION

PROTECTIVE ENVIRONMENT

RECREATION

RECREATION DEV. RIGHT-OF-WAY

RECREATION - GEORGIA OUTDOOR RECREATION PLAN

THERAPEUTIC RECREATION

RESOURCE ASSESSMENT

REVENUE SHARING

ISSUES FILES

Page Four

SAND DUNES

SAVANNAH SEA WALL DAMAGE: NOV.

SCENIC RIVERS

SCENIC TRAILS

SCORP

SCORP: BOR

SCORP: GAME AND FISH

SCORP: REGIONAL PLANS

SCORP: FORMS

SECOND HOME DEVELOPMENT

SEWAGE

SOLID WASTE MANAGEMENT

SOUTHERN HIGHLANDS

STATE AND LOCAL GOVERNMENT COORDINATION STUDY

STATE OF THE STATE ADDRESS

STATE PARKS

STATE WATER USE

S. COMMITTEE ON LOCAL ZONING AND STATE LAND USE

SUPERPORTS

SURFACE MINING

TRANSPORTATION

TOLLWAYS

TRANSPORTATION AND INDUSTRIAL DEVELOPMENT-STATE COORDINATION TASK FORCE

UNIFORM RELOCATION ACT

URGANIZATION

URBAN DEVELOPMENT

USSR ENVIRONMENTAL STUDY GROUP

VOLUNTEERISM

WATER QUALITY CONTROL BOARD

WATER RESOURCES LEGISLATION

ISSUES FILES

Page Five

WATER RESOURCES COUNCIL

WATER RESOURCES PLANNING

WATER RESOURCES PROJECTS: CORPS

WATER RESOURCES PROJECTS: SCS

WATERSHED WORK PLAN: DEPT./AG: SOIL CONSERVATION SERVICE

WEST GEORGIA LIMITED ACCESS HIGHWAY

WILDERNESS - GENERAL

WILDERNESS 1973+

WILDERNESS 1972 (through)

WILDERNESS - S.316

WILDLIFE

ZONING CLASSIFICATIONS

AREAS FILES

ALCOVY

ALTAMAHAN RIVER BASIN

APPALACHIAN HIGHWAY NO. 400 (CURRENT)

APPALACHIAN HIGHWAY NO. 400 (U)

APPALACHICOLA RIVER (SEE ALSO C.O.E.)

BEAR ISLAND

BLACK BEARD

BLUE RIDGE CREST

BLUE RIDGE PARKWAY - GENERAL

BLUE RIDGE PARKWAY - MAPS

BLUE RIDGE PARKWAY - 1974

BLUE RIDGE PARKWAY - 1973

BLUE RIDGE PARKWAY - 1972

BLUE RIDGE PARKWAY - 1970-1971

BLYTHE ISLAND

CANOE TRAILS

CANOOCHEE

CHATTOOGA RIVER (SEE ALSO WILD AND SCENIC RIVER SYSTEM)

COASTAL MARSHLANDS

COHUTTA MOUNTAIN UNIT

COHUTTA MOUNTAINS

COLONELS ISLAND

CRITICAL ISLANDS

CUMBERLAND ISLAND - BACKGROUND MATERIAL

CUMBERLAND ISLAND (LEGISLATION)

CUMBERLAND ISLAND (TESTIMONY)

CUMBERLAND - 1974

CUMEL

AREAS FILES
Page Two

CUMBERLAND - 1973

CUMBERLAND - 1972

CUMBERLAND - 1971

DALTON RESERVOIR

DOG RIVER

ETOWAH RIVER

FLINT RIVER BASIN STUDY

FLINT RIVER CORPS BUDGET, FY 1974

FLINT RIVER PARK PROPOSAL

FLINT RIVER - SPEWELL BLUFF - BACKGROUND INFORMATION

"	"	- CORRESPONDENCE, CORPS
"	"	- CORRESPONDENCE, MISC.
"	"	- CORRESPONDENCE, IN-HOUSE MEMOS, ETC.
"	"	- REQUESTS FOR INFORMATION
"	"	- DRAFT EIS
"	"	- GAO REPORT
"	"	- MAPS
"	"	- MERCER STUDY
"	"	- NEWS ITEMS
"	"	- RON NORTH STUDY
"	"	- TESTIMONY, POLICY STATEMENTS

FRENCH BROAD RIVER (TVA)

GROVELAND LAKE

HUNTER AFB

JEKYLL ISLAND

KINCHAFOONEE LAKE

KING'S BAY OCEAN TERMINAL

LAKE ALMA

LAKE BLACKSHEAR

LAKE BURTON

LAKE LANIER ISLANDS AUTHORITY

LULA LAKE AND FALMS

LEWIS ISLAND

LAKE TOBESOFKEE

LAKE WINFIELD SCOTT

LAURENS SHOALS (WALLACE DAM)

MONROE COUNTY POWER PLANT

National Scenic Trail
OAKLAND ISLAND

OCONEE RIVER

OGEECHEE RIVER

OSSABAW ISLAND

PARKS

PATAULA CREEK

PINE LOG MOUNTAIN

PINE LOG MOUNTAIN RT

SOAPSTONE RIDGE

SOAPSTONE RIGE BACKGROUND INFORMATION

SUWANEE RIVER

SAPELO ISLAND

SAVANNAH BEACH

SAVANNAH RIVER

SKIDAWAY ISLAND

ST. SIMONS

SUGAR CREEK

SWEETWATER PARK

TALLULAH FALLS

TROTTERS SHOAL

WALLACE DAM

WHITE COUNTY

WILD AND SCENIC RIVERS SYSTEM

Page Four

WOLF ISLAND

WORMSLOE PLANTATION

Segregation
Prison Control -
American Military
Prison Camp

CHATTAHOOCHEE FILES

CHATTAHOOCHEE

GENERAL

ATLANTA BAPTIST PROPERTY

ARC CORRIDOR STUDY

CHATTAHOOCHEE BASIN STUDY

BATSON COOK

B.O.R.

B.O.R. RECREATION AREA STUDY

CHATTAHOOCHEE - ACQUISITION

CHATTAHOOCHEE RIVER: CORRESPONDENCE

CHATTAHOOCHEE: ISLAND FORD - WOODALL TRACT

CHATTAHOOCHEE: KENNEDY PROPERTY

CHATTAHOOCHEE RIVER PARK

CHATTAHOOCHEE RIVER PARK II

COUSINS PROPERTIES

CROW, POPE, CARTER PROPERTIES

DEVELOPERS

DEVORE PROPERTY

BEVELY DUBOSE

ENVIRONMENTAL EDUCATION

FALLING BRANCHES WATERFALL

FLOOD PLAIN

BOB FRIEDMAN STUDY

GEORGIA POWER

MISCELLANEOUS LEGISLATION

METROPOLITAN RIVER PROTECTION ACT

MISCELLANEOUS

MORGAN FALLS

JOHN HUNSINGER AND COMPANY

"LA CRAW, JULIAN PROPERTY"

NATIONAL PARK BILL

NAVIGABILITY

NEGOTIATIONS AND ACQUISITION OF PALISADES AREA, 1971 & 1972:Part I

NEWSPAPER ARTICLES

PALISADES PARK

PHOTOS

PLANNING

RAFT RACE

REZONING

SEWAGE LINES

SOIL SURVEY TABLES

SOPE CREEK

STATE PARK

WATER QUALITY DATA

WOODALL TRACT

CHATTAHOOCHEE RIVER CORRIDOR - A CASE STUDY (COPIES FILED IN BACK)